

## **Program B: Management and Finance**

Program Authorization: R.S. 36:351

### **Program Description**

The Management and Finance Program's mission is to be responsible for the timely and cost effective administration of accounting and budget control, procurement and contract management, data processing, management and program analysis, personnel management, and grants management to assure compliance with state and federal laws and assure that the Department's offices have the resources to accomplish their program missions. It is the goal of this program to optimize the use of funding to provide these functions in a manner which properly supports all of the other programs in the Department of Natural Resources. There are two activities in this program: Support Services and Fishermen's Gear Disbursement.

## RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2001-2002	ACT 13 2002-2003	EXISTING 2002-2003	CONTINUATION 2003-2004	RECOMMENDED 2003-2004	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$3,784,047	\$3,678,362	\$3,678,362	\$3,736,664	\$3,294,986	(\$383,376)
STATE GENERAL FUND BY:						
Interagency Transfers	5,025,038	5,366,341	5,379,441	5,413,215	5,392,887	13,446
Fees & Self-gen. Revenues	64,458	201,283	201,283	152,001	152,001	(49,282)
Statutory Dedications	574,934	2,685,106	2,685,106	2,615,839	2,615,839	(69,267)
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	201,434	758,311	758,311	792,316	784,794	26,483
TOTAL MEANS OF FINANCING	<b>\$9,649,911</b>	<b>\$12,689,403</b>	<b>\$12,702,503</b>	<b>\$12,710,035</b>	<b>\$12,240,507</b>	<b>(\$461,996)</b>
EXPENDITURES & REQUEST:						
Salaries	\$2,758,204	\$2,455,578	\$2,576,928	\$2,658,000	\$2,938,316	\$361,388
Other Compensation	197,494	23,816	23,816	23,816	23,816	0
Related Benefits	620,910	636,924	710,470	643,606	565,127	(145,343)
Total Operating Expenses	1,315,188	1,079,433	894,081	915,788	894,081	0
Professional Services	0	0	0	0	0	0
Total Other Charges	4,404,035	8,493,652	8,497,208	8,468,825	7,819,167	(678,041)
Total Acq. & Major Repairs	354,080	0	0	0	0	0
TOTAL EXPENDITURES AND REQUEST	<b>\$9,649,911</b>	<b>\$12,689,403</b>	<b>\$12,702,503</b>	<b>\$12,710,035</b>	<b>\$12,240,507</b>	<b>(\$461,996)</b>
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	56	56	56	56	56	0
Unclassified	1	1	1	1	1	0
<b>TOTAL</b>	<b>57</b>	<b>57</b>	<b>57</b>	<b>57</b>	<b>57</b>	<b>0</b>

## SOURCE OF FUNDING

This program is funded with State General Fund and Statutory Dedications from the Transportation Trust Fund-Regular. Statutory Dedications are funded by taxes collected on the sale of motor fuels and vehicle licenses. (Per R.S. 39:32B. (8), see table below for a listing of expenditures out of each statutory dedication fund.

	<b>ACTUAL</b>	<b>ACT 13</b>	<b>EXISTING</b>	<b>CONTINUATION</b>	<b>RECOMMENDED</b>	<b>RECOMMENDED</b>
	<b>2001-2002</b>	<b>2002-2003</b>	<b>2002-2003</b>	<b>2003-2004</b>	<b>2003-2004</b>	<b>OVER/(UNDER)</b>
						<b>EXISTING</b>
Fishermen's Gear Compensation Fund	\$538,826	\$2,579,731	\$2,579,731	\$2,579,731	\$2,579,731	\$0
Oilfield Site Restoration Fund	\$36,108	\$36,108	\$36,108	\$36,108	\$36,108	\$0
Deficit Elimination/Capital Outlay Escrow Replenishment Fu	\$0	\$69,267	\$69,267	\$0	\$0	(\$69,267)

## MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
<b>\$3,678,362</b>	<b>\$12,689,403</b>	<b>57</b>	<b>ACT 13 FISCAL YEAR 2002-2003</b>
			<b>BA-7 TRANSACTIONS:</b>
\$0	\$13,100	0	Carryforward BA-7
<b>\$3,678,362</b>	<b>\$12,702,503</b>	<b>57</b>	<b>EXISTING OPERATING BUDGET - December 2, 2002</b>
\$56,402	\$56,402	0	Annualization of FY 2002-2003 Classified State Employees Merit Increase
\$38,219	\$38,219	0	Risk Management Adjustment
\$0	(\$13,100)	0	Non-Recurring Carry Forwards
(\$30,646)	(\$30,646)	0	Legislative Auditor Fees
(\$49,843)	(\$170,171)	0	Rent in State-Owned Buildings
\$466	\$466	0	UPS Fees
\$372,567	\$372,567	0	Salary Base Adjustment
(\$60,611)	(\$60,611)	0	Attrition Adjustment
(\$393,028)	(\$393,028)	0	Salary Funding from Other Line Items
(\$109,529)	(\$83,046)	0	Group Insurance Adjustment
\$4,157	\$4,157	0	Civil Service Fees
\$3,281	\$3,281	0	CPTP
\$8,292	\$8,292	0	Adjustment for Administrative Law Judge
\$0	(\$69,267)	0	Other Adjustments - Elimination of Fiscal Year 2002-2003 Group Benefits Surcharge
\$3,186	\$17,700	0	Other Adjustments - Office of Computing Services - Email costs
\$16,922	\$100,000	0	Other Adjustments - Decrease in Sale of Data Revenue and Correct IAT from Fiscal Year 2001-2002
(\$69,548)	(\$69,548)	0	Other Adjustments - Cut to fund retirement costs
(\$173,663)	(\$173,663)		Other Adjustments - Adjustment per Capital Security
<b>\$3,294,986</b>	<b>\$12,240,507</b>	<b>57</b>	<b>TOTAL RECOMMENDED</b>
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS</b>
<b>\$3,294,986</b>	<b>\$12,240,507</b>	<b>57</b>	<b>BASE EXECUTIVE BUDGET FISCAL YEAR 2003-2004</b>

**MAJOR FINANCIAL CHANGES**

<b>GENERAL FUND</b>	<b>TOTAL</b>	<b>T.O.</b>	<b>DESCRIPTION</b>
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE
\$3,294,986	\$12,240,507	57	GRAND TOTAL RECOMMENDED

## **PROFESSIONAL SERVICES**

\$0 This program does not have funding for Professional Services for Fiscal Year 2003-2004.

**\$0 TOTAL PROFESSIONAL SERVICES**

## OTHER CHARGES

\$20,000	Insurance Recovery
\$8,590	Sale of Data
\$31,500	Oyster Lease Project
\$2,595,606	Fishermen's Gear - Reimburse qualifying Louisiana commercial fishermen for damages to vessels or fishing gear caused by obstructions located in State waters in the coastal zone. Limited to \$5,000 per incident, and no more than two claims per fiscal year per company.
\$310,876	GIS lab support for implementing and monitoring projects
\$150,000	Support of Mineral Audit Activities
\$82,770	Indirect Costs

**\$3,199,342 SUB-TOTAL OTHER CHARGES**

**Interagency Transfers:**

\$78,263	Department of Civil Service - personnel services
\$8,577	Division of Administration - Comprehensive Public Training Program (CPTP)
\$2,472	Division of Administration - Office of Information Services (OIS) - mainframe access
\$84,603	Department of Treasury - banking services
\$136,519	Capitol Park Security
\$25,207	Division of Administration - Uniform Payroll System (UPS)
\$71,113	Office of Coastal Restoration - Fishermen's Gear activity
\$3,652,509	Division of Administration - Rent in State owned buildings
\$104,509	Legislative Auditor
\$198,810	OTM Data Dial Tone Charges
\$51,132	Risk Management
\$466	Uniform Payroll System
\$53,100	Office of Computing Services - Email
\$22,903	Division of Administration - State Printing
\$121,350	Division of Administration - State Mail
\$8,292	Administrative Law Judge

**\$4,619,825 SUB-TOTAL INTERAGENCY TRANSFERS**

**\$7,819,167 TOTAL OTHER CHARGES**

## **ACQUISITIONS AND MAJOR REPAIRS**

\$0 This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2003-2004.

**\$0 TOTAL ACQUISITIONS AND MAJOR REPAIRS**